

WELCOME TO FORT MONMOUTH

The purpose of this handout is to introduce you to the Operations Security (OPSEC) Program. We know your first couple of days on the job are going to be a busy day and confusing time. With many new things to find out about and get used to, but we want to make sure that you at least hear the term “OPSEC” and have a general idea of what it’s all about.

OPSEC is concerned with protecting information: information that could be useful to our country’s enemies in undorming our national defense. This information is all around you- you will be dealing with bits and pieces of it every day on your job – and you have a very important part to play in protecting it.

Some of this information “classified.” It has been designed TOP SECRET, SECRET, or CONFIDENTIAL. If your job requires that you work with this type of information, you will be granted a security clearance and given very detailed instructions on how to safeguard classifies information.

Classified information isn’t the only information that requires protection, though. A lot of other information could be of real value to some hosting foreign country in trying to put together an accurate picture of just what our military forces are doing, how they are doing it, and what kind of manpower and equipment they have.

All of us must do our share in protecting this type of information. We don’t mean that you should make some kind of “big secret” out of your job. We do mean that, as you go about your work, you must be aware of OPSEC requirements and help in anyway you can to make OPSEC work.

After your get settled in your job, your supervisor will help you become familiar with what information you deal with requires OPSEC protection, and will let you know about OPSEC procedures you should follow.

Please remember OPSEC is an important part of this installation’s security program, and your cooperation is very important in making it work. We are counting on YOUR help.